

## ESOL TEACHER

The Catholic Charitable Bureau of the Archdioceses of Boston, Inc. is seeking a full-time ESOL Teacher for our adult education program, El Centro del Cardenal, located in Jamaica Plain. The ESOL Teacher is responsible for teaching ESOL classes and for developing appropriate curriculum material and lesson plans to provide group instruction to adult learners.

The essential functions of the position includes preparing and implementing curriculum that is class/level appropriate; developing lesson plans and materials for class, teach assigned subjects such as English Literacy, Life Skills and lesson tasks utilizing computers while maintaining communication with students to provide an on-going assessment of their needs.

Qualifications include a BA in Education or related field with a minimum of two years of experience as an ESOL Teacher. Master's in TESOL or Applied Linguistics is preferred. Best Plus Certification, TABE Class E Certification, Distance Learning experience is needed. Bilingual speaking and reading ability is preferred. Proficiency with Microsoft Office Suite and PowerPoint is necessary. Exceptional verbal and written communication skills are essential. Candidate must be team oriented with the interest in working with people of all ethnic, cultural, social and economic backgrounds.

We offer a generous benefits package, onsite parking, and are accessible by public transportation.

Interested candidates please send resume and cover letter:

To: [resumes@ccab.org](mailto:resumes@ccab.org).

Please reference job #5593 in the subject line.

No phone calls please

We are an equal opportunity employer.

Visit us at: [www.ccab.org](http://www.ccab.org).